



## RECONSIDERATION OF VALUE Request Form

If you would like to raise any concerns about the property appraisal performed during the application process, please provide the details which support your basis for this Reconsideration of Value (ROV) request. If the form provides insufficient space, feel free to include additional information in your email or a separate word document. The more information you provide, the better we will be able to address your concerns. Should you have any questions about how to complete the form, contact [appraisaldesk@fcmtpo.com](mailto:appraisaldesk@fcmtpo.com) or your loan officer.

Once the form is complete, please email the form and any supporting documentation to: [appraisaldesk@fcmtpo.com](mailto:appraisaldesk@fcmtpo.com)

### Purpose of Reconsideration of Value

Please select options that apply to your request.

- Review additional comparable sales which sold prior to the effective date of the appraisal report.
- The report contains incorrect data or omissions.
- Adjustments were incorrect or not accounted for.

### Guidelines when determining appropriate comparable sales

- Comparable sales must be a **closed sale (sold)**. **NO active or pending sales will be considered.**
- Closed sale should be no more than 12 months prior to the effective date of the appraisal report and can't be after the effective date of the appraisal report.
- Must provide at least 2 additional closed sale comparables.
- Comparable sales must be within plus/minus 20% of the subject's gross living area (GLA). The basement is not part of the subject's GLA.
- Comparable sales should be in the subject's market area, proximate to your home. Proximity may vary depending on the rural or urban location of your home. The closer and more similar in characteristics the comparable, the more likely it will be considered appropriate and acceptable. If you live in a subdivision, condominium project, or Planned Unit Development (PUD), recent sales in your development of similar homes are the most persuasive.
- Comparable sales should have similar characteristics including the style of the home, size of the lot, GLA, bedroom/bathroom count, age, condition, and quality of construction.

### Additional Guidelines (Appraiser Independence Requirements)

- Please avoid giving value conclusion or mention a final dollar amount of market value or a range of values you desire.
- Do not provide or attach prior appraisal report. However, you may include comparable sales from that report if they are still valid (12 months prior to the effective date of the appraisal report).
- Do not offer opinions about the report unless corrections and/or omissions need to be made.
- Do not use inflammatory language or commentary or provide overly subjective information.



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**SUBJECT PROPERTY INFORMATION**

Subject Property Address:		
Loan Number:	Appraisal Date:	Original Value:
Is this an FHA appraisal? <input type="checkbox"/> YES <input type="checkbox"/> NO	If Yes, FHA Case Number:	
Requestor Name:	Requestor Company:	Manager Approval:

**NOTE: FHA disputes may need FHA underwriter approval before proceeding.**

Please fill in below the comparable sales you would like to be considered. Please limit to 3 comparable sales.

	COMPARABLE 1	COMPARABLE 2	COMPARABLE 3
Street Address			
Proximity to Subject			
Sale Price			
Sale Date			
(Site) Lot Size			
Year Built			
No. of Bedrooms			
No. of Baths			
Gross Living Area (GLA)			
Basement			
Data Source			

**Please provide a brief summary below**

